



**DOUGLAS COUNTY  
INDUSTRIAL DEVELOPMENT BOARD**

522 SE Washington Ave. Suite 111A  
Roseburg, Oregon 97470  
(541) 672-6728 Fax (541) 672-7011

**Minutes**

**May 21, 2013**

**10:30-11:30**

**Room 310**

**Douglas County Courthouse**

**1036 SE Douglas**

**Roseburg, OR 97470**

**I. Welcome & introductions**

**A. Self Introductions**

Kelly Morgan called the meeting to order and announces a quorum was present. Attendees introduced themselves.

**B. Barry Robinson-Land Committee**

Kelly announced that Barry Robinson of AmeriTitle would be replacing Tonya Silke on the IDB Land Advisory Committee.

**II. Approval of Previous Minutes – March 19, 2013 and April 16, 2013**

Alex Palm made a motion to approve the minutes of the March 19<sup>th</sup> and the April 16<sup>th</sup> meetings with no changes. Russ Noah seconded. The motion passed unanimously.

**III. Unfinished Business:**

**A. Election of Officers (Nominating Committee)**

Perry Murray announced that he, Ron Doan and Fred Jacquot had met to discuss potential IDB officers. He thanked Kelly Morgan for his service as the IDB President.

Perry explained that the Committee had determined that the nominations should be offered to Alex Palm for Vice President/Secretary and Dave Sabala for President. Both members had agreed to serve if elected. No other nominations came from the floor.

Perry made a motion to elect Dave Sabala to serve as IDB President and Alex Palm to serve as IDB Vice President/Secretary. Russ Noah seconded. The motion passed unanimously.

**B. Finance Committee Update**

**1. Medical Education Financial Request (Alex Campbell)**

The Finance Committee provided the attached Recommendation and findings to the IDB. Based on the findings, the Finance Committee recommends that the IDB contribute \$30,000 to the project.

Perry Murray made a motion to contribute \$30,000 to the Medical Ed. Feasibility study with the understanding that no future contributions toward capital expenditures could be expected and that the money be returned to the IDB should the other contributors withdraw. Cindy Kent seconded. Alex Palm abstained. The motion passed with six yeas and one abstention.

**REQUIRES COMMISSIONERS' ACTION:**

Douglas County Commissioners are requested to move forward with contributing \$30,000 of IDB funds to the Medical Ed Feasibility Study.

**2. Roseburg Trailer Works Update (Paul Meyer)**

Alex Campbell provided a brief report on status of the Roseburg Trailer Works foreclosure. He explained that Umpqua Bank was currently in negotiations with Richard Conn. He explained that, until the negotiations are completed there is mostly speculation on what the options for the IDB might be.

The IDB discussed the potential value of reacquiring the property to restore the industrial land inventory for the County. The building potential was discussed as were options for improving the marketability of both the land and the building.

Alex Campbell was directed to continue to follow up on the issues and work on determining Umpqua Bank's position and the feasibility of reacquiring the property.

*Requires staff follow up.*

**C. CCD Contract (Tania Korpi)**

Tania Korpi explained that this was a renewal of a contract with CCD for staffing services for the IDB, the cost of the services to be \$36,000 for one year.

Ron Doan made a motion to renew CCD's contract for staffing services for the IDB at a cost of \$36,000 for one year. Alex Palm seconded. The motion passed unanimously.

**REQUIRES COMMISSIONERS' ACTION:**

Douglas County Commissioners are requested to approve and sign the CCD Contract.

**D. Mel Arts Mowing Contract (Tania Korpi)**

Tania Korpi explained that this was a renewal of a contract with Mel Arts to do the mowing at the Sutherlin Industrial Park. She explained that he takes care of weed abatement and berries. It is an annual contract with a \$5,000 limit.

Perry asked if this maintenance mowing and weed abatement could be done by the County. Robb Paul explained that the mowing contract was more cost and time effective at this time.

Alex Palm made a motion to approve the Mel Arts Mowing contract for another year with a limit of \$5,000. Ron Doan seconded. The motion passed unanimously.

**REQUIRES COMMISSIONERS' ACTION:**

Douglas County Commissioners are requested to approve and sign the Mel Arts Contract.

**E. Sale of the Aldercraft Building to Bear Creek Timber (Paul Meyer)**

Paul Meyer went over the documents for the sale of the Aldercraft Building to Bear Creek Timber. He said the terms of the sale are \$186,698.49 plus the \$11,300 in back taxes with a 7 year look back on job creation giving a credit of \$10k per new family wage job up to 4 jobs continuously filled for 5 years with the sale contingent on Bear Creek being able to secure financing.

Alex Palm made a motion to approve the sale documents as presented by Paul Meyer. Ron Doan Seconded. The motion passed unanimously.

Lauren Young made a motion to adopt the findings document that demonstrates the sale of the Aldercraft Building to Bear Creek Timber satisfies the Industrial Development Board's ordinance on selling Industrial property. Alex Palm seconded. The motion passed unanimously.

**REQUIRES COMMISSIONERS' ACTION:**

Douglas County Commissioners are requested to move forward with the sale.

**F. Sutherlin Spec Building Update (Alex Palm)**

Steve Lovemark updated the IDB on the Sutherlin Spec Building. He discussed the conceptual path plan for the Sutherlin Industrial Park., completion of the water line extension, the wetland permits, construction plans, the geo-tech report and the storm water management plan.

Rob Paul explained that the Sutherlin Industrial Park is a State Certified Site with low grade wetlands. He said both Corp and DSL agree that the ponds would be used for the wetlands mitigations and the necessary permits would take approximately 3-4 months.

*No action necessary*

**IV. New Business**

**A. Sutherlin Loan Agreement-Intergovernmental Agreement-(Paul Meyer)**

Paul Meyer explained that The City of Sutherlin currently has an Intergovernmental agreement with Douglas County that states the County will reimburse the City 60% of the loan payment for the Calapooia Sewer Line Extension Project. He explained the City had re-financed the loan and issued municipal bonds last year which reduced the payments. The new agreement needs to be amended to state the County will reimburse the City 60% of the bond issue.

Alex Palm made a motion to amend the Intergovernmental agreement with The City of Sutherlin to state the County will reimburse the City 60% of the bond issue. Perry Murray seconded. The motion passed unanimously.

**REQUIRES COMMISSIONERS' ACTION:**

Douglas County Commissioners' are requested to amend the Intergovernmental agreement with The City of Sutherlin to state the County will reimburse the City 60% of the bond issue.

**V. Open Discussion**

**VI. Adjourn DCIDB Business Meeting**

Respectfully submitted,

Douglas County Industrial Development Board

\_\_\_\_\_  
Satania Korpi, Staff

\_\_\_\_\_  
Dave Sabala, President

## **Attachment A**

**A recording of the meeting is available at the CCD office, 522 SE Washington Suite 111A, Roseburg, Oregon.**

### **The following DCIDB members attended the meeting:**

Russ Noah, Lauren Young, Ron Doan, Alex Palm, Cindy Kent, Kelly Morgan, Perry Murray

### **The following DCIDB Ex-officio members attended the meeting:**

Robb Paul, Lance Colley, Carl Patenode, Mike Baker

### **County Representatives:**

Paul Meyer, County Counsel

### **Staff:**

Alex Campbell, The Partnership for Economic Development; Satania Korpi, CCD Staff; Brandi Whelchel, CCD Staff

### **Ad Hoc Committee Members:**

Cindy Kent, Alex Campbell, Russ Noah

### **Guests:**

Melony Hakola, G. Stiles Realty; Steve Lovemark, ieEngineering